

Guide and / or I.M. Revision Notice

To: Cities, Counties, and Consultants

Date: September 13, 2016

From: Office of Local Systems

Revision Notice Number: 2016_05

The Federal-aid Project Development Guide (Guide) and / or Instructional Memorandums to Local Public Agencies (I.M.s) have been revised as indicated below. This revision notice identifies all new or revised documents and includes a summary of the significant changes. Where appropriate, it also references the existing Project Development Information Packet (Packet) or County Engineers I.M. documents that have been replaced or superseded.

The Iowa DOT does not provide paper copies of the Guide or I.M.s. Since these documents are updated frequently, we recommend using the on-line version of the [Guide and I.M.s](#) for reference.

If you have any questions concerning these revisions, please contact Donna Buchwald Donna.Buchwald@dot.iowa.gov or 515-239-1051.

***** PLEASE NOTIFY ALL AFFECTED PERSONNEL OF THIS CHANGE *****

Document Title or I.M Number	Summary of Significant Revision(s)
I.M. Table of Contents September 13, 2016	The I.M. Table of Contents has been revised to reflect new or revised I.M.s, as indicated below.
I.M. 3.005 Project Development Submittal Dates and Information September 13, 2016	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Updated the dates in the table. • Added clarification that the I.M. is referring to the Federal Fiscal Year.
I.M. 3.150 Highway Improvements in the Vicinity of Airports or Heliports September 13, 2016	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Reviewed and approved existing content.
I.M. 3.910, Att. F Final Forms Packet Checklist (word) September 13, 2016	This I.M. Attachment has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> • Added that the Claim for Reimbursement of Project Costs should be included.